

MINUTES  
BROOKINGS COMMON COUNCIL  
WORKSTUDY SESSION  
CITY OF BROOKINGS  
February 10, 1981

I. CALL TO ORDER

The meeting was called to order at 7:00 a.m. by Mayor Kerr.

II. ROLL CALL

Those present were: Mayor Kerr; Councilmen Gil Batty, John Geraghty, Walt Lovejoy and Ray Nidiffer.

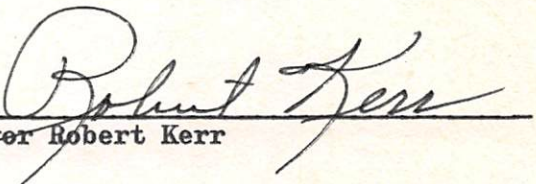
Staff present were: City Manager Lynn Stuart, Finance Director/Recorder Steve Herman and City Attorney John Coutrakon.

Also present were: Independent accountants Lee Musser and Berry Scruggs, and Dick Keusink of the Curry Coastal Pilot.

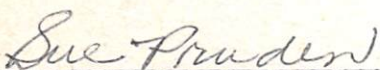
III. WORKSTUDY SESSION

Mayor Kerr indicated that the purpose of the meeting was to discuss the financial status and fiscal accounting status of the City of Brookings. The City Manager indicated that as directed by the City Council he had requested Mr. Musser to prepare a presentation to the City Council regarding the subject financial matters. Mr. Musser indicated to the City Council the history regarding fiscal year 1978-79 fiscal accounting procedures as they related to his Firm. He referred to portions of the audit received by the City as they related to his Firm's activities and pointed out that the City was lacking in any fiscal accounting procedures for fiscal year 1980-81. The City Council requested the City Manager to prepare a proposal to present to the Council at the regular session on February 10, 1981 which outlines the needs and costs of resolving the problems pointed up by Mr. Musser.

The meeting was adjourned at 8:30 p.m.

  
\_\_\_\_\_  
Mayor Robert Kerr

Attest:

  
\_\_\_\_\_  
Sue Pruden, City Recorder

VOUCHERS PAYABLE  
JANUARY 27, 1981

<u>Voucher #</u>	<u>Check #</u>	<u>Vendor</u>	<u>Amount</u>
1		Brookings Firefighters' Association	\$ 433.33
2		Brookings Office Supplies	155.00
3		C. & L. Office Supplies	17.48
4		Coast Auto Center, Inc.	230.09
5		Consolidated Freightways	49.70
6		Coos-Curry Electric Cooperative, Inc.	2,801.24
7		Doyle Electric	163.09
8		V.W. Eimicke Associates, Inc.	59.79
9		Frank's Office Equipment	19.50
10		General Telephone Company	757.02
11		Greyhound	10.80
12		Marquess & Associates, Inc.	792.08
13		Mine Safety Appliances Company	29.40
14		Oregon Municipal Finance Officers Ass'n.	113.80
15		Oregon Municipal Judstes Ass'n.	15.00
16		Pacific Water Works Supply Co., Inc. of Oregon	1,098.88
17		Singleton Plumbing Inc.	20.00
18		Southcoast Medical Center, P.C.	70.00
19		Tidewater Contractors, Inc.	226.77
20		Sparling Division--Envirotech Corp.	106.50
21		U.S. Postmaster	275.78
22		Waterworks Supplies Co.	183.75
23		Shell Oil Company	723.72
24		Brookings Office Supply	500.31
25		Walt Lovejoy	42.65
26		Apple Tree Press	14.45
27		Baker & Taylor	125.78
28		Barron's Educational Series	32.39
29		Brookings Office Supply	12.19
30		Coos Curry Electric Coop	135.50
31		Dan's Photo and Camera	18.00
32		Gaylord Bros. Inc.	221.15
33		General Telephone	31.87
34		Guideposts Assoc. Inc.	6.82
35		Kerr Hardware	62.88
36		Mory's Arts	15.89
37		National Geographic	14.95
38		Publishers Central Bureau	80.43
39		Smithsonian Exposition Books	24.76
40		3M B.P.S.C. FGL1582	114.00
<b>Total</b>			<b>\$ 9,806.74</b>

MINUTES  
BROOKINGS COMMON COUNCIL  
CITY OF BROOKINGS  
February 10, 1981

I. CALL TO ORDER

The meeting was called to order at 8:00 p.m. by Mayor Kerr.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Those present were: Mayor Kerr; Councilmen Gil Batty, John Geraghty, Walt Lovejoy and Ray Nidiffer.

Staff present were: City Manager Lynn Stuart, City Recorder Steve Herman, Secretary Praecilla Pruitt and City Attorney John Coutrakon.

IV. MINUTES FOR APPROVAL/ACCEPTANCE

- A. MOTION by Councilman Nidiffer, seconded by Councilman Geraghty that the minutes of the January 27, 1981 Council meeting be approved. Motion carried unanimously.
- B. Mayor Kerr questioned the statement in the Planning Commission minutes under VI (1) Larry Anderson PUD, concerning reference to a 2½ million gallon reservoir. He felt that this statement was incorrect and the minutes should be corrected.

MOTION by Councilman Nidiffer, seconded by Councilman Batty that we accept the December 16, 1980 Planning Commission minutes with the exception of the "2½ million gallon reservoir" statement. Motion carried unanimously.

V. COMMUNICATION AND ANNOUNCEMENTS

A. Mayor Announcements

Mayor Kerr read a letter of resignation from Municipal Court Judge Rice.

MOTION by Councilman Batty, seconded by Councilman Lovejoy that we accept the resignation of Municipal Court Judge Rice, with regret. Motion carried unanimously.

B. Council Announcements

Councilman Lovejoy announced that the O.C.Z.M.A. had dates open to hold a mock trial hearing and mentioned the possibility of holding the hearing in our town. It would be primarily for public officials in Curry County and a \$10.00 registration fee would be charged. After discussion the following motion was made:

MOTION by Councilman Nidiffer, seconded by Councilman Lovejoy that we request the O.C.Z.M.A. to have a hearing held in Brookings on March 12, 1981. Motion carried unanimously.

C. Manager Announcements

1. Mardon Court Subdivision

The City Manager informed the Council that upon reinspection of this subdivision all the corrections had been completed and it was Staff recommendation to accept Mardon Court Subdivision subject to deliverance of one copy and a tracing of the as built plans to the City, and an agreement that the subdivision will be responsible for improvements for one year after acceptance.

MOTION by Councilman Lovejoy, seconded by Councilman Batty that we accept the Mardon Court Subdivision, subject to Staff recommendations. Motion carried unanimously.

2. Status of City fiscal accounting process.

The City Manager informed the Council that he had been directed by the Council to contact the accountant to establish where the City was in their fiscal accounting process. He stated that there were deficiencies existing and re-

commended establishing a four week schedule beginning February 16th and ending March 13th to bring all bookkeeping up to date, using three outside consultants and City Staff the first two weeks at an estimated cost of \$3,000 per week. The third and fourth week one consultant would be used with a cost of \$600.00 per week for a total estimated cost of \$7,200.00. He further stated that the 1979-80 report would be similar to the 1980-81 report and would easily convert into the system.

MOTION by Councilman Batty, seconded by Councilman Lovejoy that we instruct the City Manager to proceed with his plan and get the books brought up to date. Motion carried unanimously.

3. The City Manager reported that he had contacted the Secretary of State regarding our audit report and that they had indicated that the City would be given the necessary extra time to adopt the resolution and address the management letter.

D. Attorney Announcements

1. The City Attorney reported that if the copy machine was not funded in the budget next year the City could return the machine at the end of the fiscal year.

2. Iowa Tract Subdivision

It was the Attorney's recommendation that the Council set March 24th as a date for a hearing on the Iowa Tract Subdivision so that proper notices could be made and a possible resolution of the problem be accomplished.

MOTION by Councilman Lovejoy, seconded by Councilman Geraghty that March 24th would be the date set for a public hearing on the Iowa Tract Subdivision matter. Motion carried unanimously.

VI. PUBLIC PARTICIPATION

Ken MacLeod of Hub Street questioned when the Council would pass an ordinance concerning unsafe buildings and demolition of houses. Mayor Kerr suggested that the additional building, fire and other codes, together with the demolition of houses should be brought up at the February 24th Council meeting and addressed by the City Attorney.

VIII. RECESS TO EXECUTIVE SESSION

MOTION by Councilman Nidiffer, seconded by Councilman Batty to recess into an executive session under O.R.S. 192.660 Section (a) to consider a matter of importance and emergency relating to the employment of a City employee. Motion carried unanimously.

The meeting was recessed into an executive session at 8:38 p.m.

IX. LEGISLATIVE ACTION

The meeting was reconvened from executive session by Mayor Kerr at 9:34 p.m.

~~MOTION by Councilman Nidiffer, seconded by Councilman Batty that the current City Finance Director, Steve Benson, be forthwith terminated from his employment on the effective date of the resolution. The Finance Director's actions were negligent by causing damage and loss of funds to the City. The Finance Director's incompetence and poor performance in his position as Finance Director of the City of Brookings, Oregon, is hereby declared to be a cause of embarrassment to the City of Brookings, Oregon, and the City of Brookings, Oregon, is hereby authorized to pay the Finance Director the sum of \$10,000.00 as a penalty for his actions.~~

*Minutes expunged by motions  
of Feb. 24, 1981 Council Meeting  
(see minutes for approval)  
IV B  
SP.*

*minutes expunged by motion  
of Oct 24, 1981 Council Meeting  
(see minutes for approval IV B SP)*

~~XX~~

~~XX~~  
~~XX~~  
~~XX~~

MOTION by Councilman Batty, seconded by Councilman Lovejoy that Sue Pruden be appointed as temporary Acting Finance Director/Recorder until such time as the position can be filled. Motion carried unanimously.

X. PAYMENT OF VOUCHERS

The City Manager requested that Item 33 in the sum of \$490 be withheld from payment for further documentation and that \$300.00 be added for a desk for the Police Department.

MOTION by Councilman Lovejoy, seconded by Councilman Batty that we pay the bills in the adjusted amount of \$17,263.95. Motion carried unanimously.

XI. ADJOURNMENT TO WORKSTUDY SESSION TO DISCUSS COMPREHENSIVE PLAN

MOTION by Councilman Nidiffer, seconded by Councilman Geraghty that we adjourn the meeting to a workstudy session. Motion carried unanimously.

The meeting was adjourned at 9:40 p.m.

The City Manager gave a brief history of the land use planning process. He explained there were a total of 19 goals set forth by LCDC. Goal 15 concerning the Willamette Greenway and Goal 19 concerning ocean resources would not apply to the Brookings area. A brief summary was given of the quasi-judicial hearing process which consisted of legislative acts and sets general rules or public policy. The need of maintaining ex parte (no discussion with the applicant before a hearing) was explained. The hearing decision would be based on the evidence with specific findings of fact and conclusions of law. The City Manager reported that an additional goal had been added just prior to the January 29th meeting with LCDC concerning recreational needs and clarification would be necessary regarding the use of State facilities. The City Manager stated that there were 9 goals necessary to address which were: Clarification that major land partitions are addressed under the land use planning goal; identify the location of forest lands within the urban growth boundary; identify conflicting uses relative to all open spaces, scenic, and historic national resources; obtain buildable lands inventory for entire planning area under housing goal; implement measures to protect the Airport from incompatible uses under transportation goal; correct the urban growth boundary on the map under urbanization goal; correct the issues of the urban growth area by the bridge on 101 and Snug Harbor area under estuarine resources goal. The coastal shorelines goal involves the County and an estuary plan is being prepared; to establish that there are no beaches and dunes area. The City Manager stated that the County had indicated that they were willing to prioritize any activities concerning the City's Comprehensive Plan so that Brookings could get approval of our Plan.

The workstudy session adjourned at 10:25 p.m.

This meeting is recorded on tape and is on file in the City Recorder's office.

*Robert Kerr*  
\_\_\_\_\_  
Mayor Robert Kerr

ATTEST:

*Sue Pruden*  
\_\_\_\_\_  
Sue Pruden, City Recorder